

THIS LETTER IS FURNISHED TO YOU THROUGH THE COURTESY OF THE COURT TO ALLOW YOU TO TAKE CARE OF THIS MATTER BY MAIL, IF YOU SO DESIRE. YOU DO NOT HAVE TO APPEAR OR CONTACT THE COURT IF YOU READ THROUGH THIS FORM, SIGN YOUR NAME ON THE LINE NEXT TO THE OPTION OF YOUR CHOICE, AND FOLLOW THE INSTRUCTIONS FOR THAT OPTION. PLEASE MAIL THE FORM BACK TO THE COURT ON OR BEFORE THE APPEARANCE DATE ON YOUR CITATION.

IF YOU ARE SENDING YOUR REQUEST VIA MAIL YOU MUST INCLUDE A SELF-ADDRESSED, STAMPED ENVELOPE.

THIS SECTION MUST BE FILLED OUT WITH YOUR REQUEST

NAME DRIVER'S LICENSE NUMBER CITATION NUMBER

CURRENT MAILING ADDRESS CITY, STATE, ZIP PHONE NUMBER

IF YOU WOULD LIKE TO KEEP YOUR CITATIONS OFF OF YOUR DRIVING RECORD, LOOK OVER OPTIONS 3 & 4

OPTION 3. REQUEST FOR DEFERRED DISPOSITION

Eligibility Requirements for Deferred Disposition: You must request Deferred Disposition on or before the appearance date on your citation. You must not receive another citation in the City of Alma within the 60-day probationary period.

You must pay all amounts due as ordered or scheduled. If you are under the age of 25, you are required by law to complete a driving safety course approved under Chapter 1001, Education Code. You must enclose a check or money order in the amount of your fine plus an additional \$50.00 administrative fee made payable to Alma Municipal Court. **YOU ARE NOT ELIGIBLE FOR DEFERRED DISPOSITION IF YOU: HOLD A CDL, ARE 25 MILES OVER THE POSTED SPEED LIMIT, OR SPEEDING IN A SCHOOL OR WORK ZONE.**

I hereby enter a plea of no contest and waive my right to a trial appearance. I would like to request Deferred Disposition to keep the citation off my driving record. **YOU WILL RECEIVE CORRESPONDENCE FROM THE COURT VIA MAIL.**

_____ Defendant's Signature (YOU MUST FILL OUT THE TOP SECTION OF THIS FORM)

OPTION 4. REQUEST FOR DRIVING SAFETY COURSE

A driving safety course may dismiss one moving violation per year. If you have multiple violations, you may also request deferred disposition. **Eligibility requirements for driving safety:** You must be able to answer true to the statements below to be eligible. Circle T for true or F for false to each statement.

T | F I possess a TEXAS driver's license and have enclosed a copy.

T | F I have NOT taken a Driving Safety Course in the past 12 month nor am I presently enrolled in a safety course to have a traffic citation dismissed.

T | F I have enclosed a copy of my personal auto Insurance.

T | F I have enclosed a MONEY ORDER in the amount of \$109.10 made payable to Alma Municipal Court.

You are required to pay the fine of \$109.10 instead of the original fine amount with completion of course.

Once above requirements are met, you must send this request form to the court enclosed with the required documents listed above. You may send request via mail, or email. Request must be received by the on or before date on your ticket. You will receive approval letter with further instructions via mail. **YOU ARE NOT ELIGIBLE FOR DRIVING SAFETY COURSE IF YOU: HOLD A CDL, ARE 24 MILES OVER THE POSTED SPEED LIMIT OR SPEEDING IN A SCHOOL OR WORK ZONE.**

I hereby enter a plea of no contest and waive my right to a trial appearance. I would like to request Driving Safety Course to keep the citation off my driving record. **SEND IN YOUR REQUEST TO THE COURT FOR APPROVAL, YOU WILL RECEIVE CORRESPONDENCE FROM THE COURT VIA MAIL.**

_____ Defendant's Signature (YOU MUST FILL OUT THE TOP SECTION OF THIS FORM)